

Name of Applicant:	GBRL:
Email:	Contact No:

Employment Visa

- Passport Valid for a minimum of 180 days with at least two blank pages. (Original required)
- Two recent 50 mm * 50 mm size photographs. Please check the Photo Specification.
- Copy of the passport.
- Duly filled & Signed online application form.
- Copy of the previous visa
- Copy of an employment contract signed by both parties. The Employment contract should have a specific clause for payment of Income Tax in India.
- Signed Invitation letter from the company in India confirming the applicant's employment.
- Copy of the Registration papers of Company/Companies in India offering the Employment.
- Copy of educational qualification documents
- [Additional Information form for Employment Visa](#) AND [Employment Visa undertaking Declaration](#) Form

Voluntary Work: intending to visit for honorary work (Without Salary) with Registered NGOs in India, please add.

- Proof of his/her Employment letter from the Employer.
- Invitation Letter for Voluntary Work from Registered NGO.
- Name and Place of work in India.

For Employment in Journalism and the Media Sector:

Duly filled undertaking form from the Employer in India.

For complete information about Employment visa, kindly visit the following link. [Visa Information \(vfsglobal.com\)](http://vfsglobal.com)

Important Note: As per the revised guidelines, a foreign national being sponsored for Employment Visa in any sector should draw a salary in excess of US\$ 25,000/- per annum. However this condition is not applicable to: Ethnic Cooks, Language teachers (other than English language teachers). Translators and staff working for the concerned Embassy/High Commission in India, Voluntary workers going to India for honorary work.

For Person whose previous nationality was Indian before acquiring foreign nationality:

- Original Surrender Certificate and Copy of the Cancelled Indian Passport OR
- If travelled to India before, please provide your previous Passport with Indian Visa

Additional Documents for the Employment Visa Dependant

1) Spouse- Registered Marriage Certificate

2) For Minor Child (Under 16 Years of age):

- A copy of the child's birth certificate showing both the parent's names.
- [Consent letter](#) addressed to the HCI, London OR its respective consulates, signed by both the parents in original required.
- Photocopy of Parent's valid passports along with the copy of their current Indian Visa, if already holding one.
- For all Non-UK passport holders, copy of the resident status in the UK would be required. For all Indian Passport holders the copy of Photo Page and the Last page & Address page is required. (Photo Page and the Last page- Address page)
- In case of Divorce, Child Custody Letter from court in respect of the child is required.
- In case of Single Parent, Solicitor's Letter and Child Benefit letter will be required.
- In the case of Minor's Application/Declaration, either of the parents can sign the application form.

Important Note:

- Applicants are requested to submit/send the photocopies of the supporting documents (not the originals) unless originals are requested.
- All Applicants should fill the form correctly as per details from their current valid passport.
- UK passport holder need to ensure that they have filled in the nationality correctly – as United Kingdom.
- The Invitation/Supporting letters should be provided on the letter head of the company/organization with applicants details (Name and passport number) and addressed to High Commission of India and its respective Consulates.

That this list is not exhaustive and does not guarantee a visa. The High Commission of India or its Consulates reserve the right to ask for additional documents if required.